

Accepted Offer Details

Role: Senior Data & AI Consultant — Data & AI Advisory **Organisation:** Northbridge Advisory Partners **Date:** Current onboarding cycle **Compiled by:** Talent Acquisition Lead, Talent Acquisition **Status:** Offer Accepted

Candidate Name

[Candidate Name — to be completed by Talent Acquisition Lead]

Role Title

Senior Data & AI Consultant

Department

Data & AI Advisory

Reporting Line

Reports to: Practice Head, Data & AI Advisory

Start Date

Proposed post-notice start window (specific calendar date to be fixed after notice is confirmed)

The candidate confirmed a 3-month notice period with their current employer. Acceptance and notice were submitted in the current offer-acceptance window. No early release was negotiated.

Compensation Summary

| Component | Agreed Terms |
|---------------------------|---|
| Base salary | £77,000 per annum |
| Pension | Employer contribution 5%, employee contribution 3% (minimum) |
| Private medical insurance | Individual cover from start date |
| Family medical cover | Exception approved by HR Director — family cover effective from start date (waiving standard 12-month waiting period). Ref: HR-EXC-2026-0047. |
| Life assurance | 4x base salary |
| Annual leave | 25 days plus bank holidays |
| Annual learning budget | £2,000 per calendar year |
| Flexible working | Hybrid model — minimum 3 days per week in office or on client site |
| Signing bonus | None |

Negotiation notes: The candidate countered the initial offer of £76,000 with a request for £78,000 citing competing interest. The Practice Head, with HR Director approval, agreed to £77,000 as the final position. The candidate accepted. Family medical cover from day one was approved as an exception after the HR Director confirmed the upcoming policy review was likely to reduce the waiting period for SC-3 grade and above.

Special Conditions

- 1. Employment date clarification (resolved):** The candidate provided a signed consultancy agreement covering January–February 2021 at Meridian Consulting Group, confirming the period was a pre-employment arrangement before formal employment commenced in March 2021. Documented in background check file — no further action required.
- 2. Right-to-work:** Documentation received and verified in the current pre-start window.
- 3. Reference check (resolved):** The targeted reference check on the insurance AI strategy engagement confirmed the candidate's direct scope ownership, including weekly CTO steering committee management and delivery of the knowledge transfer framework. The Practice Head's assessment of Strong project leadership was validated. Reference filed under REF-2026-0198.

Candidate Context for Onboarding

The candidate is an experienced data and AI consultant with production LLM deployment skills, strong stakeholder management capability, and confirmed consulting engagement leadership. They expressed interest in client-facing work from day one and longer-term team leadership progression. Their informal self-onboarding style ("I just dive in and figure it out") may need alignment with Northbridge's structured 90-day programme — this was flagged in the interview debrief as a non-blocking observation. The candidate values continued professional development (asked about learning budget in their first conversation) and holds an active Azure AI Engineer Associate certification (recent renewal, validity confirmed).

Outstanding Items

| Item | Owner | Deadline | Status |
|--|---|-----------------------------|-----------------------|
| IT equipment provisioning (laptop, accounts, access) | HRIS Administrator | One week before start | Not started |
| Practice Head to confirm first engagement staffing | Practice Head, Data & AI Advisory | Early in the start month | Not started |
| 90-day onboarding plan creation (HR08) | Talent Acquisition Lead / Practice Head | One week before start | Not started |
| Engineering standards review — include in onboarding plan | Practice Head, Data & AI Advisory | During first 30 days | Not started |
| ATS template update (CR-2026-0041) — legacy scorecard labels | HRIS Administrator | Before next interview cycle | Outstanding from HR05 |